



**Thurston County Fire Protection District 8  
Board of Fire Commissioners' Meeting  
February 14, 2023**

MINUTES of the regular Board meeting held February 14, 2023, at the South Bay Station 8-1 and remotely using Zoom. Commissioners Zvirzdys, Kilpatrick, Bivens and Long as well as Chief VanCamp, Assistant Chief LeMay and Secretary Stumpf were in attendance. Commissioner Harper was unable to attend. Several members of B Platoon and Drew Bonser were also in attendance. The meeting was called to order at 5:30 pm.

**Community Outreach Team (COT) Update:** Chair of the COT, Drew Bonser, provided a progress update. He shared details of the COT's duties – including posts to social media; community events; public education, etc. Questions were asked for clarity.

**Overview of the Local Board for Volunteer Firefighters:** Chair Kilpatrick briefly explained the purpose of both the State and Local Boards for Volunteer Firefighters. Chief VanCamp added comments. Questions were asked for clarity.

**Strategic Planning Briefing:** Using a Power Point presentation, Chief VanCamp presented a briefing on our Strategic Plan. He explained that the presentation was intended for the Board only, but that it could be refined for the public. The presentation included historical data on staffing, call numbers, and calls by location. He also discussed EMS versus Fire and costs and reimbursements from Medic One.

**Resolution 23-01 Surplus:** BC McBride discussed the list of surplus items that included SCBA items, technology and miscellaneous items. Following the discussion, he requested approval of Resolution 23-01 Surplus. Commissioner Zvirzdys moved to approve the request as presented; Commissioner Long seconded the motion. The Board unanimously approved Resolution 23-01.

BC McBride also explained to the Board that he has a last-minute quote to upgrade the fitness equipment at the North Olympia Station 8-3. The approximate cost is \$11,000, which has been budgeted in the CR&R budget. Following a brief discussion, the Board asked to review the quote and to revisit the topic at our next Board meeting.

**Resolution 23-02 Transfer of Funds:** Secretary Stumpf requested approval of Resolution 23-02 to transfer funds from the Capital Projects fund into the General fund. She reminded the Board that this transfer was previously approved with the 2023 Budget. Following a brief discussion, Commissioner Zvirzdys moved to approve the request as presented; Commissioner Bivens seconded the motion. The Board unanimously approved Resolution 23-02.

**Chief's Report:** Using a handout, Chief VanCamp presented the January 2023 Monthly Report.

- Assistant Chief LeMay shared details of a three-month progress calendar that has been added to the monthly report showing the status of the Communications Plan.
- Assistant Chief LeMay provided an update on staffing and recruitment. He shared that we hired two new career firefighters - Devin McCosh, promoted from our volunteers and Ernest Smith, new to the department. We also promoted firefighter Evan Parnell to Lieutenant and plan to have one more promotion in July.
- Assistant Chief LeMay went on to share the progress of the Resident House, explaining the challenges to find qualified members (certified Fire/EMT and drivers). A lengthy discussion ensued.

- Chief VanCamp told the Board he would like to schedule a public meeting in March to share our Strategic Planning and answer questions.

**Secretary Report:**

**Minutes of Previous Meeting** – Secretary Stumpf presented the minutes of the regular meeting dated January 10th for approval. Following a brief discussion, Commissioner Zvirzdys moved to approve the minutes as presented; Commissioner Long seconded the motion. The Board unanimously approved the minutes as presented.

**Approval of Warrants** - Warrants as audited and certified by the auditing officer, as required by RCW 45.24.080 and those expenses reimbursement claims certified as required by RCW 425.24.090, have been recorded on a listing which has been made available to the Board with the last month's meeting minutes. After extensive review and discussion regarding the expenses Commissioner Long moved to approve all warrants as presented. Commissioner Zvirzdys second the motion. The Board unanimously approved payment of warrants included in that list and further described as follows:

<b><u>General Fund (6680)</u></b>	Warrants 20672-20684	totaling \$15,596.47
	Warrants 20729-20743	totaling \$32,083.60
	Warrants 20747-20755	totaling \$6,622.13
	Warrants 20756-20774	totaling \$8,688.03
<b><u>Payroll Fund (6680)</u></b>	Warrants 20685-20723 & EFTa	totaling \$32,828.35
	Warrants 20744-20746	totaling \$21,268.00
	Warrants 20757-20765 & EFTa-z	totaling \$253,342.53
<b><u>CR&amp;R Fund (6681)</u></b>	Warrant 20776	totaling \$1,272.00

Warrants 20694 and 20718 were voided.

**Announcements:** Secretary Stumpf gave a reminder that Legislative Day would be held in person on February 17<sup>th</sup>.

**Commissioners' Comments:** Commissioner Zvirzdys thanked the members who attended the Board meeting.

**Review and follow-up:**

- Items to be surplussed.
- A Public meeting will be scheduled.


**Executive Session:** (As per RCW 42.30.110 (OPMA)) At 7:15 pm, the regular meeting adjourned and began an executive session. The purpose of the meeting was to review an employee performance review. The estimated time was forty minutes. The session concluded at 7:55pm and the regular meeting reconvened. No actions were taken.

**Adjourn:** The Board announced that the next regular meeting is scheduled for March 14, 2023, beginning at 5:30 pm. There being no further business, a motion was made and seconded to adjourn. The motion passed, and the meeting adjourned at 8:00 pm.

ATTEST:   
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 Douglas Kilpatrick, as Chair for TCFPD 8

  
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 Daniel Bivens as Commissioner for TCFPD 8

Gloria Zvirzdys, as Commissioner for TCFPD 8  
  
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 Pamela Long, as Commissioner for TCFPD 8

William Harper, as Commissioner for TCFPD 8  
  
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 Heidi Stumpf, District Secretary for TCFPD 8